



**CITY OF NEW BRAUNFELS, TEXAS  
CIVIL SERVICE COMMISSION MEETING**



**CITY HALL - TEJAS ROOM  
550 LANDA STREET**

**FRIDAY, AUGUST 19, 2022 at 10:00 AM**

**AGENDA**

- 1. **CALL TO ORDER**
- 2. **ROLL CALL**
- 3. **PRESENTATIONS**

None

4. **APPROVAL OF MINUTES**

- A) Approval of July 22, 2022 meeting minutes  
Paul Ericksen, Chairperson

[22-1047](#)

5. **COMMUNICATIONS**

Citizens

6. **DISCUSSION AND ACTION**

- A) Discuss and consider approval and certification of the eligibility list for Firefighter from the Entry Level Examination conducted on August 3, 2022 for the Fire Department.  
Lori Stidham, Civil Service Specialist
- B) Discuss and consider approval and certification of the updated Promotional Testing Reference Material for the Police Department.  
Lori Stidham, Civil Service Specialist

[22-1048](#)

[22-1049](#)

7. **EXECUTIVE SESSION**

The Commission shall retire into an Executive Session on any agenda item as provided under Chapter 551.071 (Consultation with attorney) of the Texas Government Code and/or Section 143.053(d) of the Texas Local Government Code, as applicable.

8. **ADJOURNMENT**

**CERTIFICATION**

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

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Board Liaison

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



## Civil Service Commission Agenda Item Report

550 Landa Street  
New Braunfels, TX

**8/19/2022**

Agenda Item No. A)

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**PRESENTER:**

Paul Ericksen, Chairperson

**SUBJECT:**

Approval of July 22, 2022 meeting minutes

**MINUTES  
OF THE NEW BRAUNFELS CIVIL SERVICE COMMISSION  
MEETING OF JULY 22, 2022**

**1. CALL TO ORDER:**

The Civil Service Commission of the City of New Braunfels, Texas, convened on July 22, 2022, in the Tejas Room in the City of New Braunfels City Hall Building.

**2. ROLL CALL:**

**Commissioners present were:** Chairperson Paul Ericksen and Commissioner Heidi Aleman.

**City Staff and others present were:** Becca Miears, Human Resource/Civil Service Director; Lindsey Cox, Human Resources/Civil Service Assistant Director; Cailin Cronin, Human Resources/Civil Service Manager; Lori Stidham, Human Resources/Civil Service Specialist; Val Acevedo, City Attorney; Nathan Brown, Assistant City Attorney; Keith Lane, Police Chief; Joe Vargas, Assistant Police Chief; Police Officer Zachary Delarosa and Citizen, Andrew Hamilton.

The meeting was called to order by Chairperson Ericksen at 10:00 a.m. in the Tejas Room in the City of New Braunfels City Hall Building.

**3. PRESENTATIONS:** None

**4. APPROVAL OF MINUTES:**

**A. June 30, 2022.**

Commissioner Aleman made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

**5. COMMUNICATIONS:**

**A. CITIZENS - None**

**6. DISCUSSION AND ACTION ITEMS:**

**A. DISCUSS AND CONSIDER APPROVAL OF AN AMENDMENT TO THE CITY OF NEW BRAUNFELS FIREFIGHTERS AND POLICE OFFICERS CIVIL SERVICE COMMISSION RULES AND REGULATIONS BY ADDING A LATERAL PROGRAM FOR CERTIFIED OFFICERS TO SECTION 143.023 ELIGIBILITY FOR BEGINNING POSITION, CHAPTER 143.**

Civil Service Director Becca Miears presented and discussed the item.

Commissioner Aleman made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

**B. DISCUSS AND CONSIDER CALLING FOR A POLICE OFFICER OFFICER ENTRANCE EXAMINATION TO FILL A VACANCY AND/OR CREATE AN ELIGIBILITY LIST.**

Civil Service Specialist Lori Stidham presented and discussed the item.

Commissioner Aleman made motion to approve; Chairperson Ericksen seconded the motion, which was unanimously approved.

**7. EXECUTIVE SESSION-** The Commission may retire to an Executive Session on any agenda item as provided under Chapter 551.074 (personnel matters) and 551.071 (consultation with attorney concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct) of the Texas Government Code and/or Section 143.053(d) of the Texas Local Government Code, as applicable.

8. **ADJOURNMENT**: Meeting adjourned at 11:04 a.m.

**Date Approved:** \_\_\_\_\_

\_\_\_\_\_  
Commission Member

\_\_\_\_\_  
Commission Member

**Attest:**

\_\_\_\_\_  
Lori Stidham                  Civil Service Specialist

**8/19/2022**

Agenda Item No. A)

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**PRESENTER:**

Lori Stidham, Civil Service Specialist

**SUBJECT:**

Discuss and consider approval and certification of the eligibility list for Firefighter from the Entry Level Examination conducted on August 3, 2022 for the Fire Department.

**DEPARTMENT:** Human Resources

**COUNCIL DISTRICTS IMPACTED:** N/A

**BACKGROUND INFORMATION:**

N/A

**ISSUE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF ANALYSIS:**

N/A



**CITY OF NEW BRAUNFELS FIRE DEPARTMENT**

**ENTRY LEVEL FIREFIGHTER EXAMINATION - ELIGIBILITY LIST**

**WEDNESDAY - August 3, 2022 at 8:30 a.m. at the McKenna Event Center - Lone Star Ballroom**

Rank	NAME	Raw Score	Physical			TOTAL SCORE
			Agility Points	Paramedic Points	Military Points	
1	WEIGAND III, JOSEPH	92.00	20	5		117.00
2	CARRERA, JOSH	96.00	10	5		111.00
3	BUITRON, BRYAN	93.00	10	5		108.00
4	LARA, ERNESTO	92.00	15			107.00
5	CLASSEN, TRENT	91.00	15			106.00
6	WILSON, KELLEN	91.00	15			106.00
7	MARTINEZ, ADAM	86.00	15	5		106.00
8	WILSON, TANNER	86.00	20			106.00
9	ARMSTRONG, JOSHUA	80.00	20		5	105.00
10	GALATA, MICHAEL	88.00	15			103.00
11	LISKA, RAECHEL	87.00	10	5		102.00
12	SWAIN, LANDON	87.00	15			102.00
13	SALYER, GAGE	91.00	10			101.00
14	WOLFF, JOSHUA	76.00	20	5		101.00
15	HICKS, DYLAN	85.00	15			100.00
16	HOLMES, KYLE	80.00	20			100.00
17	RIVAS, BARRON	80.00	20			100.00
18	DELAHUNT, JAMES	74.00	15	5	5	99.00
19	STRIPLING, WILLIAM	83.00	15			98.00
20	MULRONEY, AIDEN	76.00	15	5		96.00
21	ORTIZ, MARTIN	78.00	10		5	93.00
22	HANSON, ROBERT	72.00	20			92.00
23	NOUSSAIRI, RYAN	81.00	10			91.00
24	DONOWHO, SAWYER	76.00	15			91.00
25	GREGORY, CHASE	70.00	20			90.00
26	PERFECTO JR., RANDY	72.00	15			87.00
27	WATKINS, LUCAS	72.00	15			87.00
28	BOEHM, CODY	70.00	10	5		85.00
29	DELGADO, NICHOLAS	74.00	10			84.00
30	PERONTO, KOLBY	74.00	10			84.00
31	SPERRY, COLIIN	73.00	10			83.00
32	ALMAGUER, CARLOS	71.00	10			81.00
33	PERALES, JACQUELYN	76.00	0			76.00

Examination Posting Date: 06/22/2022

Examination Dates: 08/03/2022

Examination Conducted by: Becca Miars, Human Resources/Civil Service Director;

Lindsey Cox, Human Resources/Civil Service Assistant Director;

Cailin Cronin, Human Resources/Civil Service Manager;

Lori Stidham, Human Resources/Civil Service Specialist

**PASSED, APPROVED, AND CERTIFIED this 19th day of August, 2022 by:**

\_\_\_\_\_  
**PAUL ERICKSEN, CHAIRPERSON**

\_\_\_\_\_  
**BRIAN MARTINEZ, VICE-CHAIRPERSON**

\_\_\_\_\_  
**HEIDI ALEMAN, COMMISSIONER**

**ATTEST:**

\_\_\_\_\_  
**BECCA MIEARS, CIVIL SERVICE DIRECTOR**

**Posted by:** \_\_\_\_\_

**Date/Time:** \_\_\_\_\_



**8/19/2022**

Agenda Item No. B)

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**PRESENTER:**

Lori Stidham, Civil Service Specialist

**SUBJECT:**

Discuss and consider approval and certification of the updated Promotional Testing Reference Material for the Police Department.

**DEPARTMENT:** Human Resources

**COUNCIL DISTRICTS IMPACTED:** N/A

**BACKGROUND INFORMATION:**

N/A

**ISSUE:**

N/A

**FISCAL IMPACT:**

N/A

**STAFF ANALYSIS:**

N/A

**POLICE DEPARTMENT PROMOTIONAL EXAMINATION**  
**REFERENCE LIST**

**DETECTIVE**

- **Emotional Survival for Law Enforcement:** by Kevin Gilmartin (E-S Press 2002)
- **The following online policies from NBPD Policy Manual in PMAM**

Brady Rule Policy	Investigating Sexual Assaults
Criminal Investigation	Investigation of Hate and Bias Crimes
Executing Search Warrants	Major Crime Scene
Investigating Child Abuse	Obtaining Search Warrants
- **Excellence in Policing – Simple ways to Exceed Citizen Expectations in Every Encounter:**  
by Andy Harvey (2018)
- **Texas Criminal and Traffic Law Manual (2021-22 Edition) Blue 360 Media**
  - Texas Penal Code – All
  - Code of Criminal Procedure – Chapters 5, 12, 13, 14, 15, 18.01-18.16

**SERGEANT**

- **Emotional Survival for Law Enforcement:** by Kevin Gilmartin (E-S Press 2002)
- **The following online policies from NBPD Policy Manual in PMAM**

Body Cameras	Patrol
Conduct	Professional Standards of Conduct
Discipline	Racial Profiling
Employee Appearance and Uniforms	Use of Force
Firearms and Qualifications	Vehicular Pursuit
Less Lethal Weapons	
- **The 7 Habits of Highly Effective People** (Paperback 2020): by Stephen R. Covey
- **Texas Criminal and Traffic Law Manual (2021-22 Edition) Blue 360 Media**
  - Texas Penal Code – All
  - Code of Criminal Procedure – Chapters 5, 12, 13, 14, 15, 18.01-18.16

**LIEUTENANT**

- **Emotional Survival for Law Enforcement:** by Kevin Gilmartin (E-S Press 2002)
- **Extreme Ownership, How Navy Seals Lead and Win:** by Jocko Willink and Leif Babin (St. Martins Press (2018))
- **How to Win Friends and Influence People:** by Dale Carnegie (2019)

**CAPTAIN**

- **Becoming a Leader of Character: 6 Habits that Make or Break a Leader at Work and at Home:** by General James L. Anderson (Ret.) and Dave Anderson.... Morgan James Publishing (Oct 2016)
- **Emotional Survival for Law Enforcement:** by Kevin Gilmartin (E-S Press 2002)
- **It’s Your Ship:** by Captain Michael Abrashoff – Grand Central Publishing (2012)

Reference Copies available at the New Braunfels Public Library and at the Human Resources/Civil Service Office at City Hall, 550 Landa Street (reference only; cannot be checked out). Books available at the Police Department. Posted and Approved: 08/19/2022; until further notice.